

FEDERATION OF NORTH CAROLINA HISTORICAL SOCIETIES

LOAN FUND APPLICATION FOR A SPECIAL EVENT

1. Applicant organization: _____

2. Is your organization a member of the Federation? ____yes ____no

3. Individual/authorized applicant:

Name: _____

Address: _____

Telephone number: _____
Area code

Email address: _____

4. Title of proposed special event: _____

5. Amount of loan request (maximum \$1,500): _____

6. Approximate date when loan, if approved, will be requested: _____

7. Has this event been held before? ____yes ____no

8. This event must support or promote the mission of your organization. Give a summary of the character, content, background, and purpose of the proposed special event.

9. Who is the intended audience for your event?

10. If applicable, how many people do you hope to attract to this event?

11. Please check the level of work completed at this time:

____ Planning still in process

____ Planning complete

____ Cost estimates (attach copies if available)

____ Marketing plan developed

12. List sources of funding and approximate amounts:

\$ _____ By the requesting institution

\$ _____ By the Federation

\$ _____ By other sources (list sources and amounts below, i.e. \$ from corporations, grants, etc.)

Signature of authorized individual

Date

Submit application to

Laura Ketcham
4610 Mail Service Center
Raleigh, NC 27699-4610

Revised 12/06